



**Health Professions Bureau**  
402 West Washington Street, Room W066  
Indianapolis, Indiana 46204

Telephone (317) 234-2051  
Fax (317) 233-4236  
[www.hpb.in.gov](http://www.hpb.in.gov)

***APPLICATION FOR RENEWAL OF SPONSORSHIP***

***AS A CONTINUING EDUCATION PROVIDER FOR 2005***

***INDIANA STATE BOARD OF HEALTH FACILITY ADMINISTRATORS***

Sponsors of continuing education programs are responsible for monitoring attendance in such a way that verification of attendance throughout the program can be reliably assured.

Approvals of a sponsor will be valid for a maximum period of one (1) year; ALL APPROVALS EXPIRE ON JANUARY 31<sup>ST</sup> OF EACH YEAR.

**YOU ARE *REQUIRED* TO INCLUDE A SAMPLE OF THE ADVERTISING BROCHURE FOR YOUR HEALTH FACILITY ADMINISTRATOR PROGRAMS AND A COPY OF YOUR LAST CERTIFICATE OF APPROVAL along with this application and fee\* to the Health Professions Bureau, 402 W Washington Street, Room W066, Indianapolis, Indiana, 46204. If these are not available, please include a letter of explanation with your application.**

Please provide the following information:

<b>Name of sponsoring organization</b>		<b>Previous sponsor I.D. number</b>
<b>Street address of sponsor</b>		<b>City</b>
<b>State</b>	<b>Zip code</b>	<b>Telephone number of sponsor</b>
<b>Person responsible</b>		<b>Title of person responsible</b>

Our organization agrees to periodic State monitoring of our programs at the discretion of the Indiana State Board of Health Facility Administrators: \_\_\_\_ Yes, we do agree. \_\_\_\_ No, we do not agree

<b>Date</b>	<b>Signature</b>	<b>Title</b>
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**\*PLEASE NOTE:** There is a \$100 fee for continuing education sponsorship renewal (840 IAC 1-3-2). However, the Indiana State Board of Health Facility Administrators shall exempt any state or federal agency and any state funded school from payment of a fee for continuing education sponsorship (840 IAC 1-2-6).

Questions regarding this application may be directed to the Indiana State Board of Health Facility Administrators at (317) 234-2051 or by e-mail at [hpb6@hpb.in.gov](mailto:hpb6@hpb.in.gov).